



The United States Agency for International Development (USAID) program for the West Bank and Gaza is an important component of the U.S. Government's pursuit of regional stability and economic prosperity in the Middle East. Since 1993, USAID has assisted Palestinians living in the West Bank and Gaza through a wide variety of programs. USAID is currently seeking highly qualified candidates for the following position in the Democracy and Governance Office (DGO), which is located in Tel Aviv:

**SENIOR DEMOCRACY SPECIALIST (Deputy Office Director) AD CODE 804A:** Primary purpose of the position is to provide management and administrative support to ensure effective use and oversight of U.S. Government resources in the democracy sector. The Incumbent will be involved in the design and management of rule-of-law/judicial reform programming and will also help to ensure that the DGO portfolio meet its program targets in areas including local governance, civil society, independent media, electoral administration, and government transparency and accountability. The Incumbent will directly supervise a team of five local staff and ensure efficient day-to-day operations of the Democracy and Governance Office.

**Qualifications Sought:**

- Master's degree in international affairs, law, human rights, or other related field is required.
- A minimum of seven years' work experience in international development or democracy program implementation and/or oversight. At least three years of this experience must be in a supervisory or managerial position. Experience in a rule-of-law/judicial reform program is preferred.
- Position requires native-level fluency in English with proven ability to communicate effectively, clearly, and concisely, both orally and in writing. Ability to draft and/or edit concept papers, program designs, reports, presentations, briefing papers and other official correspondence.
- Knowledge of Arabic is a plus, but not required.
- Familiarity with the political developments in the Middle East is required. Knowledge of the Palestinian-Israeli conflict is a plus.
- Must be able to work independently without close supervision and be able to plan, organize and establish work priorities for the office.
- Must possess strong interpersonal skills and be able to communicate clearly and with political sensitivity
- Must be computer-literate specifically in Microsoft Office applications.
- Must be an American citizen.

Applications must be received by COB, Friday, September 7, 2007. Only qualified applicants will be considered. Only those applicants short-listed for interview will be contacted.

The U.S. Government is an Equal Opportunity Employer.